

Name: _____

Date: _____

Teacher: _____

Universe Mash-up Project Overview and Planning

You will be creating a media mash-up project about how we understand our Universe using NASA's Cosmic Times for inspiration. You'll be using existing video clips, audio clips, and images from the Universe Mash-up media archive to explore an aspect of the Cosmic Times materials.

This worksheet gives an overview of the video production process and includes a checklist for your project to help you keep on track. Your teacher will give you additional resources as you work your way through the production process.

Video production process

There are three main phases to making a video: pre-production, production and post-production.

Phase 1: Pre-Production

Pre-production is the planning phase of the project. These steps happen before the camera is turned on or the video-editing software is fired up. The steps should be followed in order.

Choose a topic

Research the topic

Write a **treatment script** – outline the main points and flow

Sketch out a **storyboard** – a visual flow of the scenes

Write the **final script**

Phase 2: Production

Production is the process of creating all pieces of the final video. These steps can happen in any order.

Produce **video** footage

Create **graphics** such as images, photos, or slides

Record **voice-overs** as required by the final script

Choose **music** for the background as appropriate

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Phase 3: Post-Production

In post-production, the final video comes together.

Edit video clips and footage and place the clips in order

Add **audio** tracks to the video

Insert **transitions, titles and music** to the final video

Encode video and output in a format that others can view

Share your video with your class, friends, family, and the world!

Project checklist and due dates

Due date Done?

_____	_____	Pick topic and develop essential question
_____	_____	Research (take notes, record citations, find media)
_____	_____	Write treatment script
_____	_____	Make storyboard
_____	_____	Write final script
_____	_____	Download media to use
_____	_____	Produce additional footage and graphics, if needed
_____	_____	Record narration
_____	_____	Create title, credits graphics
_____	_____	Insert all pieces into presentation software and edit
_____	_____	Score project using rubric and score sheet
_____	_____	Turn in to instructor

Guidelines for video

- Your final video should be 3-5 minutes long and should be accurate and engaging, using the part of the Cosmic Times story that most interests you.
- You will be graded using the Universe Mash-up Project Grading Rubric.
- Make sure the images, videos, and audio you select help tell your story, and make sure to give proper credit for all of the media you use.
- Use only copyright-free materials; if you want to use media that has a copyright, you will need to get permission to use it from the person who holds the copyright.
- Stay with visuals as long as it is interesting – too short a time will make your video seem choppy, while too long will make it drag.
- Make sure your story flows with transitions between different visuals and narration connecting different ideas.
- Speak with a strong, clear voice when narrating.